

# Principles of Upper Management

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## Overview

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### DESCRIPTION

The program curriculum meets the demands of mid-level management for today and the future. Its goal is to strengthen and expand knowledge in crucial management areas for both new and the seasoned middle manager. The training is integrated and participative.

**Managing Teams** *Defining “team management” and “self-directed work teams.” You will review the history and myths behind teamwork. And about putting a team concept into action and the management's part.*

**Managing Information** *The Information Age and the importance of managing information.*

**Issues:** *Involves information overload, information value, organizational impacts, along with privacy and the right to know. Information types and terms, categories and sources. Planning and developing an information system and managing the plan.*



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## CE Credits

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The Principles of Upper Management series is available for the following types of credits:

### **POST (Peace Officer Standards and Training)**

Notify the instructor at the time of the class to sign a separate roster.

### **OPI (Office of Public Instruction) Renewal Units**

Contact the Professional Development Center before the beginning of the class at [pdc01@mt.gov](mailto:pdc01@mt.gov) to get the paperwork going.

### **Other Continuing Education**

The Professional Development Center can provide certification to submit to your association.

**Professional Development Center**



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## Learner Comments

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"I'm glad I took this course and was able to bring it all together in my mind. The curriculum, exercises, and discussions were beautifully dove-tailed to conclusion. Thanks very much."

"I thought the class was awesome! The class size was perfect; it facilitated great discussion."

"I really enjoyed the Principles of Upper Management. The items we covered were applicable to managing my program. The instructors were effective in getting their point across. Now I just need to implement the ideas."

"I thought these sessions were very informative – I can see this helping me in the very near future for movement upward. Thanks."

"I really enjoyed this series. I appreciated the opportunity to meet and learn from the other participants and the instructors."

